



empowering change

17-19 APRIL 2009

Sydney convention centre

BROUGHT TO YOU BY



Australian fitness
network

Event Crew Application Form

PLEASE RETURN THIS FORM BEFORE
FRIDAY 6 MARCH 2009



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WOULD YOU LIKE TO HELP BEHIND THE SCENES AT FILEX 2009?

APPLY TO BECOME EVENT CREW AT FILEX 2009!

17 – 19 April 2009, Sydney Convention Centre

Network events could not run without the hard work from our Event Crew. The Event Crew are a reflection of the professionalism of Australian Fitness Network and YOU can leave a lasting impression on convention delegates. We are looking for highly motivated and driven individuals to ensure the smooth running of the FILEX 2009 Convention. It is preferable that applicants have relevant experience in the fitness industry, as well as a customer service role.

To be eligible to apply for Event Crew, you must be a current member of Australian Fitness Network (see the attached form if you need to join or renew your membership).

If you would like to be a part of the FILEX 2009 Event Crew, please fill in the attached application form and return it to Network as soon as possible.

APPLICATIONS CLOSE ON FRIDAY 6 MARCH 2009

Please do not return your application form until you know that you can definitely attend the Event Crew Briefing, the entire FILEX 2009 Convention and you are a current Network member (or have completed the membership form).

Unfortunately, if you pull out at the last minute, your future Event Crew applications will be affected. Please be 100% sure you can attend before submitting your application!

Network relies on volunteers, such as yourself, to assume the paramount role as an Event Crew member and in appreciation of your commitment, enthusiasm and initiative, which our event relies upon for success, we are delighted to provide you with:

- An exclusive \$60 Event Crew membership voucher
- An Event Crew t-shirt and delegate pack
- Complimentary access to FILEX 2009 sessions when you are not on shift
- Opportunity to earn 15 CECs
- Entry to the FILEX 2009 Welcome Drinks Reception on Friday 17 April from 6.45pm

Remember – you are responsible for all your personal expenses during the convention, including travel, food and accommodation, but we suggest you retain your receipts and consult a tax agent as they may be viable deductions.

How will you benefit from being part of the Event Crew?

- It is a great opportunity to meet other like-minded people, fellow fitness professional and presenters from Australia and around the globe.
- It provides you with an invaluable insight into the fitness industry.
- It is a unique chance to be involved 'behind the scenes' at one of the industry's most popular fitness conventions.

Shift Times

The Event Crew team are split in morning and afternoon shifts. You will be required to work either the morning or afternoon shift for each



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day of the convention. We will endeavour to accommodate your choice in shift times and place you in your area of interest.

Shift times for FILEX 2009 will be as follows:

	AM SHIFT	PM SHIFT
Friday 17 April	7am – 1pm	1pm – 7pm
Saturday 18 April	7am – 1pm	1pm – 7pm
Sunday 19 April	7.30am – 12:30pm	12:30 – 5.30pm

Event Crew Briefing

As an Event Crew member, it is imperative that you attend the Event Crew Briefing and registration on Thursday 16 April 2009 from 12 – 2pm at the Sydney Convention Centre.

As part of the interactive briefing and presentation you will meet key Network staff, partake in a site inspection, review rosters, be advised of our expectations of Event Crew and any new systems that have been put into place, and collect your uniform, delegate kit and other convention information.

After the Event Crew Briefing, you will be required to stay on and assist in the following areas:

- set up of equipment
- sound control briefing with Peter and Nick Paisley from Aeromic
- Aqua Crew Briefing with Kerri Parkinson
- Delegate registration from 3.00 – 6.00pm

Further information regarding the Event Crew Briefing, registration, shift times and your responsibilities will be sent out once your application has been accepted.

Event Crew Selection Criteria includes:

- You must be able to attend the Event Crew Briefing even if you have been part of the Event Crew previously.
- You must be available to work either the morning or afternoon shift for the full duration of the Convention. Unfortunately there is no space for part-time Event Crew. We cannot split AM and PM shifts over the 3 days).
- You must demonstrate excellent communication skills and show initiative.
- You must be highly motivated, and perform well under pressure.
- You must be prepared to move awkward or sometimes heavy equipment.
- You must work well in a team environment.
- Be proactive!

The role of Event Crew is imperative to the overall success of the FILEX 2009 Convention and we consider all crew to be valued members of the Convention team.

Don't forget – your contribution at FILEX 2009 can result in being named the annual Event Crew member of the Year.

**Please send your completed application forms to:
FILEX 2009 Event Crew, PO Box 1606 CROWS NEST NSW 1585 or fax to 02 9437 6511**

If you are successful with your application, your place will be confirmed within in 3 weeks of receiving your application. Please contact the Events Department on 02 8424 7200 if you have any questions.

We look forward to hearing from you soon.

Kind regards,

Puccetta Pertosi, *Events Coordinator*
Australian Fitness Network



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Please take your time filling out this application form - we want to know all about you and why you should be involved in this event. The Event Crew Team consists of dynamic, pro-active people with good customer service skills who can work well in a team environment. Please feel free to attach extra paper if you require further space. Remember you must be a member of Australian Fitness Network to be an Event Crew.

APPLICATION TO ATTEND FILEX 2009 AS AN EVENT CREW IS REQUIRED BY
FRIDAY 6 MARCH 2009

PLEASE ATTACH A CURRENT WRITTEN REFERENCE (PERSONAL OR PROFESSIONAL) AND PASSPORT PHOTO

NB. YOU MUST BE A MEMBER OF NETWORK TO BE ELIGIBLE TO APPLY TO BE AN EVENT CREW.

Are you a Network Member? ☐ Yes Membership Number: _____
☐ No Please see attached information and form to become a Australian Fitness Network member

FIRST NAME: _____ SURNAME: _____

AGE: _____ GENDER: ☐ M ☐ F

ADDRESS: _____

SUBURB: _____ STATE: _____ POSTCODE: _____

PHONE: (W) (____) _____ (H) (____) _____ (M) _____

FAX: (____) _____ E-mail: _____

Is the above a new address? ☐ Yes ☐ No

SHIFTS: Please tick your preferred shift. We will try to post you on these shifts but due to scheduling this may not always be possible.

	☐ AM	☐ PM
Friday 17 April:	7.00am – 1pm	1pm – 7.00pm
Saturday 18 April:	7.00am – 1pm	1pm – 7.00pm
Sunday 19 April:	7.30am – 12:30pm	12:30pm – 5.30pm

If you don't mind working AM or PM, please tick here: ☐



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EVENT CREW BRIEFING – This is compulsory!

I will be able to attend the Event Crew Briefing on Thursday 16 April 2009 from 12.00pm – 2.00pm ☐ YES

Can you assist with setting up and delegate registration from 3.00-6.00pm on Thursday 16 April 2009 at the Sydney Convention Centre: ☐ YES ☐ NO

AREAS OF INTEREST:

Please specify your areas of interest by stating your preferences 1, 2 and 3. We will try our best to place you in your area of interest for all or part of the 3 days.

☐ CONVENTION INFORMATION DESK

☐ PERSONAL TRAINING

☐ PRACTICAL ☐ OUTDOORS

☐ PT BUSINESS ☐ LECTURES

☐ MIND BODY

☐ PROFESSIONAL DEVELOPMENT

☐ BUSINESS

☐ SPA & WELLNESS

☐ EQUIPMENT TEAM (EQUIPMENT MOVES AND SETUPS)

☐ AQUA

☐ NUTRITION / FATLOSS

☐ SPECIALTY

☐ GROUP EXERCISE

☐ STEP

☐ SCULPT

☐ HILO/DANCE

☐ BOXING

☐ CYCLE

☐ SOUND CONTROL FOR ANY OF THE ABOVE.

PLEASE SPECIFY _____

UNIFORM: Please tick required size

Male: ☐ S ☐ M ☐ L ☐ XL ☐ XXL

Female: ☐ 8 ☐ 10 ☐ 12 ☐ 14 ☐ 16

WORK EXPERIENCE AND PERSONAL ATTRIBUTES

We need to know more about you! Please take your time completing this section – this is your opportunity to show us that you have what it takes to be Event Crew. Use extra paper if needed.

IF YOU ARE A STUDENT, WHICH COURSE ARE YOU CURRENTLY ENROLLED IN?

PLEASE LIST ALL WORK EXPERIENCE THAT YOU FEEL IS RELEVANT TO BEING AN EVENT CREW:
(e.g. customer service in any industry or fitness industry experience)



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WHY IS BEING AN EVENT CREW IMPORTANT TO YOU?

PLEASE DETAIL WHAT QUALITIES YOU CAN CONTRIBUTE TO THE EVENT TO ENSURE ITS SUCCESS

QUESTIONS ON EVENT SCENARIOS

Taken from actual events that have happened at a convention

This is a compulsory section of the application. We will be reviewing these thoroughly before deciding on accepting you as event crew.

Please read and answer carefully and honestly. Use extra paper if needed.

1. You are walking through the convention centre and a delegate approaches you to ask for directions to a room. You are not sure where it is. How do you deal with this situation?

2. You have been put on a room as a door monitor as you requested. You are asked to move equipment by the Event Crew Co-ordinator at various times as many pairs of hands are needed. You don't want to. How do you respond?



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3. You have completed all your duties requested by the Event Crew Co-ordinator, have nothing to do and are sure there are no more tasks to be done. What do you do now?

4. You are assisting with moving equipment and you experience conflict within the team. How do you deal with this situation?

QUESTIONS ON PERSONAL EXPERIENCES

1. Give an example of when you have had to solve a problem without consulting anyone.
What was the situation, how did you go about solving it, what factors did you take into account, what was the outcome, how did you measure success?

2. Describe a time when you have had to work closely with others as part of a team. What were the circumstances? What role did you play? How did you go about working with the other team members? What did you like about this group project? What did you like so much? How did you feel about it overall?



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3. Describe a work event which you found especially frustrating. What were the circumstances? What was it about this situation that bothered you? How did you go about dealing with your frustration? How would others have found you at the time? How did it turn out in the end?

CHECKLIST

Please read and sign

- ☐ I have read the accompanying letter and agree to be a FILEX 2009 Event Crew
- ☐ I am a Network member or have completed the membership application form with my contact and credit card details, or have attached a cheque or money order for payment of membership.
- ☐ I have attached a current written personal or professional reference and a passport photo.
- ☐ I will be attending the Event Crew Briefing on Thursday 16th April 2009 12pm – 2pm
- ☐ I can work as Event Crew for all 3 days – Friday 17th April, Saturday 18st April and Sunday 19th April 2009

Signature

Date

Please complete and return this form to:

FILEX 2009 EVENT CREW APPLICATIONS
PO BOX 1606
CROWS NEST NSW 1585
Or fax to 02 9437 6511

P.S DON T FORGET TO SEND A WRITTEN PERSONAL OR PROFESSIONAL REFERENCE AND PASSPORT PHOTO WITH YOUR APPLICATION